

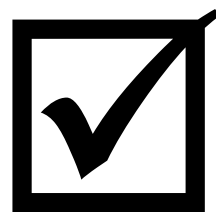
2005-2007

CAMPAIGN FINANCE AND DISCLOSURE REQUIREMENTS

**North
Dakota
✓otes
2006**



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Alternate formats for persons with disabilities are available upon request.

FORWARD

This pamphlet is intended as a reference source for candidates, state and district political parties, political action committees, multi-candidate committees, measure committees, corporations, the public and media, and others with an interest in campaign finance laws and disclosure requirements. Contained within is a summary of the laws found in the North Dakota Century Code (NDCC) relating to campaign finance and disclosure requirements in the state of North Dakota. As an additional help, the entire Campaign Contribution Statements chapter of the NDCC has been included.

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This web site contains election publications, connections to other helpful election web sites, and state election forms which can be completed on line before printing and signing.

DISCLAIMER

Pages 4 through 12 of this pamphlet contain summaries of the campaign finance and disclosure laws found within the NDCC. A reprint of these laws found in the NDCC chapter 16.1-08.1 entitled Campaign Contribution Statements is found on pages 14 through 25. Although every attempt has been made for accuracy, the reprint of these laws does not carry the same authority as the actual NDCC and should not be equated with the official NDCC. This compilation is only intended as a resource and reference for consolidated campaign finance laws. For official and legal purposes, the official NDCC should be used.

In addition, the included excerpts of North Dakota law do not contain the material found in the legal notes following the various sections contained in the NDCC. Notes found in the NDCC may contain temporary provisions and effective dates along with the valuable summaries of applicable court rulings.

Table of Contents

Reporting Campaign Contributions	4
A. Who Must File Campaign Contribution Reports.....	4
A.1 Candidates for Statewide, District, County, City (exceptions) Offices.....	4
A.2 Political Parties	4
A.3 Committees.....	4
B. What Must Be Reported	4
B.1 Reportable Contributions.....	4
B.2 Types of Reportable Expenditures (where required).....	5
B.3 Prohibited Contributions	5
C. Who Must Register a Political Committee	5
D. Reporting Guidelines for Campaign Contribution Reports.....	6
D.1 Statewide Officeholders, Candidates, and Candidate Committees	6
D.2 Legislative Assembly Members & Legislative Candidates	6
D.3 Judicial District Candidate Committee.....	7
D.4 State Political Party	7
D.5 District Political Party	8
D.6 Multi-candidate Committee	8
D.7 Political Action Committee (PAC)	9
D.8 Measure Committees	9
D.9 Direct Expenditure Promoting Passage or Defeat of a Measure	10
D.10 County Candidate Committees.....	10
D.11 City (over 5,000 population) Candidates	11
E. 2006 Campaign Contribution Report Filing Deadlines.....	12
E.1 48-Hour Reports	12
E.2 Late Filing Fees	12
E.3 Amendments to Filed Reports	12
 Campaign Finance and Disclosure Related Forms	 13
 North Dakota Century Code Chapter 16.1-08.1 – Campaign Contribution Statements.....	 14
16.1-08.1-01 Definitions	14
16.1-08.1-02 Contributions statement required	15
16.1-08.1-03 Contributions statement required of political parties	16
16.1-08.1-03.1 Contributions statement required from measure committees	17
16.1-08.1-03.2 Political committee registration.....	18
16.1-08.1-03.3 Campaign contributions by corporations prohibited – Violation – Penalty	18
16.1-08.1-03.4 Testifying as to violation – Prosecution or penalty waived upon testifying	19
16.1-08.1-03.5 Expenditures for other purposes – Report required	20
16.1-08.1-03.7 Federal committee requirements.....	20
16.1-08.1-03.8 Contributions statement required of multicandidate political committees.	21
16.1-08.1-03.9 Contribution statements of judicial district candidates	21
16.1-08.1-03.10 Contribution statements of county office candidates.....	22
16.1-08.1-03.11 Contribution statements of city office candidates (5,000+ population).....	23
16.1-08.1-04 48-Hour Statements	23
16.1-08.1-05 Audit by secretary of state - Requested audits - Reports.....	24
16.1-08.1-06 Contributions statement requirements.	24
16.1-08.1-06.1 Filing officer to charge and collect fees for late filing.	25
16.1-08.1-06.2 Secretary of state to provide instructions and conduct training.....	25
16.1-08.1-07 Penalty.....	25

Reporting Campaign Contributions

A. Who Must File Campaign Contribution Reports

The following are the applicable sections of law pertaining to campaign contributions:

[NDCC §§ 16.1-08.1-01\(2\), 16.1-08.1-02, 16.1-08.1-03, 16.1-08.1-03.1, 16.1-08.1-03.3\(3\), 16.1-08.1-03.8, 16.1-08.1-03.9, 16.1-08.1-03.10, and 16.1-08.1-03.11](#)

A.1 Candidates for Statewide, District, County, City (exceptions) Offices

1. A person holding statewide or legislative public office.
2. A person who publicly declared their candidacy for nomination for election or election to statewide or legislative public office, filed, or accepted a nomination for public office.
3. A person who formed a campaign or other committee for their candidacy for statewide or legislative public office.
4. A person who circulated a nominating petition to have their name placed on the ballot; a person who, in any manner, solicited or received a contribution for their candidacy for statewide or legislative public office, whether before or after the election.
5. A person who is seeking a judicial district elected office.
6. A person whose name appeared on the ballot for a county elected office.
7. A person whose name appeared on the ballot for a city elected office (except in cities with a resident population of less than 5,000).

A.2 Political Parties

1. State Political Party.
2. District Political Party.

A.3 Committees

1. Political Action Committee (PAC).
2. Multi-candidate Political Committee.
3. Measure Committee or person, as defined in state law, who is promoting the passage or defeat of an initiated or referred measure.
4. Corporations, cooperative corporations, limited liability companies, or associations promoting passage or defeat of initiated or referred measures.
5. Candidate Committee (if required to register according to state law).

B. What Must Be Reported

B.1 Reportable Contributions

A gift, transfer, conveyance, provision, receipt, subscription, loan, advance, deposit of money, or anything of value, made for the purpose of influencing the nomination for election, or election, of any person to public office or aiding or opposing the circulation or passage of a statewide initiative or referendum petition or measure.

"Contribution" also means a contract, promise, or agreement, expressed or implied, whether or not legally enforceable, to make a contribution for the above purposes.

"Contribution" includes funds received by a candidate for public office or a political party or committee, which are transferred or signed over to that candidate, party, or committee from another candidate, party, or political committee or other source.

"Anything of value" includes any good or service of more than a nominal value. The term "nominal value" means the cost, price, or worth of the good or service is trivial, token, or of no appreciable value.

The term "contribution" does not include:

1. A loan of money from a bank or other lending institution made in the regular course of business.
2. Time spent by volunteer campaign or political party workers.
3. Money spent by a candidate on the candidate's own behalf.
4. Money or anything of value received for commercial transactions, including rents, advertising, or sponsorships made as a part of a fair market value bargained-for exchange.
5. Money or anything of value received by a candidate in that person's personal capacity, including pursuant to a contract or agreement made for personal or private employment purposes, and not received for a political purpose or to influence the performance of that person's official duty.
6. Contributions of products or services for which the actual cost or fair market value are reimbursed by a payment of money. [NDCC § 16.1-08.1-01\(3\)](#)

B.2 Types of Reportable Expenditures (where required)

A gift, transfer, conveyance, provision, loan, advance, payment, distribution, disbursement, outlay, or deposit of money or anything of value, except a loan of money from a bank or other lending institution made in the regular course of business, made for the purpose of influencing the nomination for election, or election, of any person to office.

"Expenditure" also means a contract, promise, or agreement, express or implied, whether or not legally enforceable, to make any expenditure and includes the transfer of funds by a political committee to another political committee. [NDCC § 16.1-08.1\(5\)](#)

B.3 Prohibited Contributions

A corporation, cooperative corporation, limited liability company, or association may not make a direct contribution to aid any political party, political committee, or organization, or association organized or maintained for political purposes, to any candidate for nomination or election to political office. [NDCC § 16.1-08.1-03.3](#)

C. Who Must Register a Political Committee

Except for a committee organized in support of an individual legislative candidate, a political committee (as defined in [NDCC § 16.1-08.1-01\(8\)](#)) must register its name, address, and its agent's name and address with the Secretary of State each calendar year in which it receives any contribution. The political committees listed in the law include the following:

1. A political action committee, derived from a corporation, cooperative corporation, limited liability company, or an association that is prohibited from making direct contributions for political purposes under [NDCC § 16.1-08.1-03.3](#), and which solicits or receives contributions or makes expenditures for political purposes.
2. A statewide candidate without a committee or a candidate committee, established to support an individual candidate seeking statewide office that solicits or receives contributions for political purposes.
3. A multi-candidate political committee, established to support multiple groups or slates of candidates seeking public office that solicits or receives contributions for political purposes.
4. A measure committee that solicits or receives contributions for the purpose of aiding or opposing a measure to be voted upon by the voters of the state.

The registration must be completed within 15 business days of the receipt of any contribution or expenditure of funds (if applicable) and must be submitted to the Secretary of State with a registration fee of \$25. [NDCC § 16.1-08.1-03.2](#)

A political committee that organizes and registers according to federal law and makes a disbursement in excess of \$200 to a nonfederal candidate seeking public office, a political party, or political committee in this state is not required to register its committee with the Secretary of State. However, it must file with the Secretary of State a copy of that portion of the committee's federal report detailing the disbursement made to the nonfederal candidate, political party, or political committee. The report must be filed at the same time the committee's federal report is filed with the applicable federal agency and it must include the name, mailing address, and treasurer of the political committee; the recipient's name and mailing address; and the date and amount of the disbursement made.

[NDCC §§ 16.1-08.1-03.2 and 16.1-08.1-03.7](#)

D. Reporting Guidelines for Campaign Contribution Reports

D.1 Statewide Officeholders, Candidates, and Candidate Committees

[NDCC §§ 16.1-08.1-02, 16.1-08.1-03.2, and 16.1-08.1-04](#)

1. No later than January 31, each of the above must file a campaign contribution report for the previous year with the Secretary of State. The report for the calendar year must be filed whether or not any contributions were received.
2. During each election year in which a candidate's name appears on the ballot, he or she must file a pre-primary and pre-general election campaign contribution report with the Secretary of State. It must list all reportable contributions received from January 1 through the 20th day before the date of the election and be filed no later than 12 days before the date of the election. (See Section 5E on page 15 for filing dates.)
3. Late Filing Fees. (See Section 5E.2 on page 16.)
4. Contribution report must list the following information:
 - a. All contributions over \$200, in the aggregate, received from a single contributor from January 1 through any applicable reporting period including the name of the contributors, their mailing address, and the date of the most recent contribution. For contributions totaling \$5,000 or more, the report must also include the contributor's occupation, employer, and principal place of business.
 - b. The gross total of all contributions received of \$200 or less.
 - c. The gross total of all contributions received in excess of \$200.
 - d. The cash on hand at the beginning of the year and/or registration date and at the close of each reporting period.
 - e. All contributions over \$500, in the aggregate, received from a single contributor within 20 days of the election, must be reported within 48 hours of receipt.

D.2 Legislative Assembly Members & Legislative Candidates

[NDCC §§ 16.1-08.1-02 and 16.1-08.1-04](#)

1. No later than January 31, each of the above must file a campaign contribution report for the previous year with the Secretary of State. The report for the calendar year must be filed whether or not any contributions were received.
2. During each election year in which a candidate's name appears on the ballot, he or she must file a pre-primary and pre-general election campaign contribution report with the Secretary of State. It must list all reportable contributions received from January 1 through the 20th day before the date of the election and be filed no later than 12 days before the date of the election. (See Section 5E on page 15 for filing dates.)
3. Late Filing Fees. (See Section 5E.2 on page 16.)
4. Contribution reports must list the following information:
 - a. All contributions over \$200, in the aggregate, received from a single contributor from January 1 through any applicable reporting period including the name of the contributors, their mailing address, and the date of the most recent contribution.

For contributions totaling \$5,000 or more, the report must also include the contributor's occupation, employer, and principal place of business.

- b. All contributions over \$500, in the aggregate, received from a single contributor within 20 days of the election, must be reported within 48 hours of receipt.

D.3 Judicial District Candidate Committee

[NDCC § 16.1-08.1-03.9](#)

1. A judicial district candidate or candidate committee must file a complete year-end statement with the Secretary of State no later than January 31 in the year immediately following the date of the election in which the candidate's name appeared on the ballot or in which the candidate sought election through write-in votes. The report for the calendar year must be filed whether or not any contributions were received.
2. A candidate or candidate committee must file a year-end report with the Secretary of State for any year in which a contribution was received, regardless of whether the candidate sought election during that calendar year.
3. During each election year in which a candidate's name appears on the ballot, he or she must file a pre-primary and pre-general election campaign contribution report with the Secretary of State. It must list all reportable contributions received from January 1 through the 20th day before the date of the election and be filed no later than 12 days before the date of the election. (See Section 5E on page 15 for filing dates.)
4. Late Filing Fees. (See Section 5E.2 on page 16.)
5. Contribution reports must list the following information:
 - a. All contributions over \$200, in the aggregate, received from a single contributor from January 1 through any applicable reporting period including the name of the contributors, their mailing address, and the date of the most recent contribution. For contributions totaling \$5,000 or more, the report must also include the contributor's occupation, employer, and principal place of business.
 - b. All contributions over \$500, in the aggregate, received from a single contributor within 20 days of the election, must be reported within 48 hours of receipt.

D.4 State Political Party

[NDCC §§ 16.1-08.1-03 and 16.1-08.1-04](#)

1. No later than January 31, the state party must file a campaign contribution report for the previous year with the Secretary of State. The report for the calendar year must be filed whether or not any contributions were received.
2. During an election year, the state party must file a pre-primary and pre-general election campaign contribution report with the Secretary of State. It must list all reportable contributions received from January 1 through the 20th day before the date of the election and be filed no later than 12 days before the date of the election. (See Section 5E on page 15 for filing dates.)
3. Late Filing Fees. (See Section 5E.2 on page 16.)
4. Contribution reports must list the following information:
 - a. All contributions over \$200, in the aggregate, received from a single contributor from January 1 through any applicable reporting period including the name of the contributors, their mailing address, and the date of the most recent contribution. For contributions totaling \$5,000 or more, the report must also include the contributor's occupation, employer, and principal place of business.
 - b. The gross total of all contributions received of \$200 or less.
 - c. The gross total of all contributions received in excess of \$200.
 - d. The gross total of all expenditures made of \$200 or less.
 - e. The gross total of all expenditures made in excess of \$200.

- f. All expenditures over \$200, in the aggregate, made to a single recipient from January 1 through any applicable reporting period including the name of the recipient, mailing address, and date of expenditure.
- g. Cash on hand at the year's beginning and at the close of each reporting period.
- h. All contributions over \$500, in the aggregate, received from a single contributor within 20 days of the election, must be reported within 48 hours of receipt.

D.5 District Political Party

[NDCC §§ 16.1-08.1-03 and 16.1-08.1-04](#)

- 1. No later than January 31, the district party must file a campaign contribution report for the previous year with the Secretary of State. The report for the calendar year must be filed whether or not any contributions were received.
- 2. During an election year, the district party must file a pre-primary and pre-general election campaign contribution report with the Secretary of State. It must list all reportable contributions received from January 1 through the 20th day before the date of the election and be filed no later than 12 days before the date of the election. (See Section 5E on page 15 for filing dates.)
- 3. Late Filing Fees. (See Section 5E.2 on page 16.)
- 4. Contribution reports must list the following information:
 - a. All contributions over \$200, in the aggregate, received from a single contributor from January 1 through any applicable reporting period including the name of the contributors, their mailing address, and the date of the most recent contribution. For contributions totaling \$5,000 or more, the report must also include the contributor's occupation, employer, and principal place of business.
 - b. All contributions over \$500, in the aggregate, received from a single contributor within 20 days of the election, must be reported within 48 hours of receipt.

D.6 Multi-candidate Committee

[NDCC §§ 16.1-08.1-03.2, 16.1-08.1-03.8, and 16.1-08.1-04](#)

- 1. No later than January 31, the committee must file a campaign contribution report for the previous year with the Secretary of State. The report for the calendar year must be filed whether or not any contributions were received.
- 2. During an election year, the multi-candidate committee must file a pre-primary and pre-general election campaign contribution report with the Secretary of State. It must list all reportable contributions received from January 1 and/or registration date through the 20th day before the date of the election and be filed no later than 12 days before the date of the election. (See Section 5E on page 15 for filing dates.)
- 3. Late Filing Fees. (See Section 5E.2 on page 16.)
- 4. Contribution reports must list the following information:
 - a. All contributions over \$200, in the aggregate, received from a single contributor from January 1 through any applicable reporting period including the name of the contributors, their mailing address, and the date of the most recent contribution. For contributions totaling \$5,000 or more, the report must also include the contributor's occupation, employer, and principal place of business.
 - b. The gross total of all contributions received of \$200 or less.
 - c. The gross total of all contributions received in excess of \$200.
 - d. The cash on hand at the beginning of the year and/or registration date and at the close of each reporting period.
 - e. All contributions over \$500, in the aggregate, received from a single contributor within 20 days of the election, must be reported within 48 hours of receipt.

D.7 Political Action Committee (PAC)

[NDCC §§ 16.1-08.1-03.2, 16.1-08.1-03.3\(3\), and 16.1-08.1-04](#)

1. No later than January 31, the PAC must file a campaign contribution report for the previous year with the Secretary of State. The report for the calendar year must be filed whether or not any contributions were received.
2. During an election year, the PAC must file a pre-primary and pre-general election campaign contribution report with the Secretary of State. It must list all reportable contributions received from January 1 and/or registration date through the 20th day before the date of the election and be filed no later than 12 days before the date of the election. (See Section 5E on page 15 for filing dates.)
3. Late Filing Fees. (See Section 5E.2 on page 16.)
4. Contribution reports must list the following information:
 - a. All contributions over \$200, in the aggregate, received from a single contributor from January 1 through any applicable reporting period including the name of the contributors, their mailing address, and the date of the most recent contribution. For contributions totaling \$5,000 or more, the report must also include the contributor's occupation, employer, and principal place of business.
 - b. The gross total of all contributions received of \$200 or less.
 - c. The gross total of all contributions received in excess of \$200.
 - d. The gross total of all expenditures made of \$200 or less.
 - e. The gross total of all expenditures made in excess of \$200.
 - f. All expenditures over \$200, in the aggregate, made to a single recipient from January 1 and/or registration date through any applicable reporting period including the name of the recipient, mailing address, and date of expenditure.
 - g. The cash on hand at the beginning of the year and/or registration date and at the close of each reporting period.
 - h. All contributions over \$500, in the aggregate, received from a single contributor within 20 days of the election, must be reported within 48 hours of receipt.

D.8 Measure Committees

Also any Person Promoting Passage or Defeat of Initiated or Referred Measure

[NDCC §§ 16.1-08.1-03.1, 16.1-08.1-03.2, and 16.1-08.1-04](#)

1. No later than January 31, a measure committee or person promoting passage or defeat of an initiated or referred measure must file a campaign contribution report for the previous year with the Secretary of State. The report for the calendar year must be filed whether or not any contributions were received.
2. A measure committee must file a contribution report during each election year in which its measure appears on the ballot. Depending on which election it is voted on, the committee must file either a pre-primary or a pre-general election report. It must list all reportable contributions received from January 1 and/or registration date through the 20th day before the date of the election. It must be filed no later than 12 days before the date of the election. (See Section 5E on page 15 for filing dates.)
3. Late Filing Fees. (See Section 5E.2 on page 16.)
4. Contribution reports must list the following information:
 - a. All contributions over \$100, in the aggregate, received from a single contributor from January 1 and/or registration date through any applicable reporting period including the contributor's name, address, and contribution date. For contributions over \$100, received from a person who does not live in the state, or from an out of state political committee, the report must include a certified statement listing the contributor's name, address, occupation, employer, principal place of business, and as applicable, a statement whether any one person or political committee contributed in excess of \$100 to the listed contributor's overall gross contribution.
 - b. The gross total of all contributions received of \$100 or less.

- c. The gross total of all contributions received in excess of \$100.
- d. The gross total of all expenditures made of \$100 or less.
- e. The gross total of all expenditures made in excess of \$100.
- f. All expenditures over \$100, in the aggregate, made to a single recipient from January 1 and/or registration date through any applicable reporting period including the name of the recipient, mailing address, and date of expenditure.
- g. The cash on hand at the beginning of the year and/or registration date and at the close of each reporting period.
- h. All contributions over \$500, in the aggregate, received from a single contributor within 20 days of the election, must be reported within 48 hours of receipt.

D.9 Direct Expenditure Promoting Passage or Defeat of a Measure

Measures Include Both Initiated and Referred

[NDCC § 16.1-08.1-03.5](#)

- 1. Except as prohibited by state law for political purposes, a corporation, cooperative corporation, limited liability company, and association may make direct expenditures from its resources for promoting the passage or defeat of an initiated or referred measure, which expenditures must then be reported to the Secretary of State.
- 2. Before each election at which the applicable measure appears on the ballot, a pre-election report must be filed with the Secretary of State. It must list the gross total of all expenditures made from January 1 through the 20th day before the date of the election. It must be filed no later than 12 days before the date of the election. (See Section 5E on page 15 for filing dates.)
- 3. No later than January 31 of the year following when the applicable measure appeared on the ballot, file with the Secretary of State a year-end report of all expenditures made from January 1 through the end of the calendar year.
- 4. Late Filing Fees. (See Section 5E.2 on page 16.)

D.10 County Candidate Committees

[NDCC § 16.1-08.1-03.10](#)

- 1. A county candidate or candidate committee shall file a complete year-end statement with the County Auditor no later than January 31 in the year immediately following the date of the election in which the candidate's name appeared on the ballot, or in which the candidate sought election through write-in votes. The report for the calendar year must be filed whether or not any contributions were received.
- 2. A candidate or candidate committee shall be required to file a year-end report with the County Auditor for any year in which a contribution was received, regardless of whether the candidate sought election during that calendar year.
- 3. During each election year in which a candidate's name appears on the ballot, they must file a pre-primary and pre-general election campaign contribution report with the county auditor. It must list all reportable contributions received from January 1 through the 20th day before the date of the election and be filed no later than 12 days before the date of the election. (See Section 5E on page 15 for filing dates.)
- 4. Late Filing Fees. (See Section 5E.2 on page 16.)
- 5. Contribution reports must list the following information:
 - a. All contributions over \$200, in the aggregate, received from a single contributor from January 1 through any applicable reporting period including the name of the contributors, their mailing address, and the date of the most recent contribution. For contributions totaling \$5,000 or more, the report must also include the contributor's occupation, employer, and principal place of business.
 - b. All contributions over \$500, in the aggregate, received from a single contributor within 20 days of the election, must be reported within 48 hours of receipt.

D.11 City (over 5,000 population) Candidates

[NDCC § 16.1-08.1-03.11](#)

1. A city candidate or candidate committee shall file a complete year-end statement with the County Auditor no later than January 31 in the year immediately following the date of the election in which the candidate's name appeared on the ballot or in which the candidate sought election through write-in votes. The report for the calendar year must be filed whether or not any contributions were received.
2. A candidate or candidate committee shall be required to file a year-end report with the County Auditor for any year in which a contribution was received, regardless of whether the candidate sought election during that calendar year.
3. During each election year in which a candidate's name appears on the ballot, they must file a pre-June election campaign contribution report with the county auditor. It must list all reportable contributions received from January 1 through the 20th day before the date of the election and be filed no later than 12 days before the date of the election. (See Section 5E on page 15 for filing dates.)
4. Late Filing Fees. (See Section 5E.2 on page 16.)
5. Contribution reports must list the following information:
 - a. All contributions over \$200, in the aggregate, received from a single contributor from January 1 through any applicable reporting period including the name of the contributors, their mailing address, and the date of the most recent contribution. For contributions totaling \$5,000 or more, the report must also include the contributor's occupation, employer, and principal place of business.
 - b. All contributions over \$500, in the aggregate, received from a single contributor within 20 days of the election, must be reported within 48 hours of receipt.

E. 2006 Campaign Contribution Report Filing Deadlines

Pre-primary report for January 1 through May 24 Thursday, June 1, 2006

Pre-general report for January 1 through October 18 Thursday, October 26, 2006

Year-end report for January 1 through December 31 Wednesday, January 31, 2007

NOTE: Reports will not be accepted earlier than the 20th day before the applicable election or before December 31 for the year-end report.

E.1 48-Hour Reports

Special Filing Deadline for Contributions Received Within 20 Days Prior to Election

If any candidate, political party, or political committee receives contributions in excess of five hundred dollars in the aggregate in the twenty-day period before any election from any individual contributor, that candidate, political party, political committee, or person shall file a supplemental statement in the same form as required by NDCC § 16.1-08.1-02, § 16.1-08.1-03, § 16.1-08.1-03.1, § 16.1-08.1-03.3, § 16.1-08.1-03.8, § 16.1-08.1-03.9, § 16.1-08.1-03.10, or §16.1-08.1-03.11 stating the name and street address of the contributor and the aggregated amount of the contribution and file the statement in the appropriate office within forty-eight hours of the receipt of the contribution. [NDCC § 16.1-08.1-04](#)

E.2 Late Filing Fees

All campaign finance reports must be filed in a timely manner according to the applicable due date. A timely filing can be completed by hand-carrying the report to the filing officer, faxing it, or sending it with a postmark no later than the due date. If the report is not timely filed, a late filing fee must be charged. [NDCC § 16.1-08.1-06.1](#)

1. If filed within 6 days after the due date, the late fee is \$25.
2. If filed within 11 days after the due date, the late fee is \$50.
3. If filed 12 days after the due date, the late fee is \$100.

E.3 Amendments to Filed Reports

[NDCC § 16.1-08.1-06.1](#)

A filing officer may require an amendment to be filed for any statement, registration, or report that is incorrect or incomplete. The amendment must be filed with the filing officer within ten business days after the amendment has been requested in writing. If an amendment is not filed within the prescribed time, the filing officer is authorized to charge and collect a late fee as follows:

1. If filed within 6 days after the amendment was due, the late fee is \$50.
2. If filed within 11 days after the amendment was due, the late fee is \$100.
3. If filed 12 days after the amendment was due, the late fee is \$200.

Campaign Finance and Disclosure Related Forms

Forms may be faxed directly to your fax machine using the Secretary of State's Fax-on-Demand service at (701) 328-0120. Forms are also available under the Elections Division section of the Secretary of State's home page located at www.nd.gov/sos. Additional information and assistance may be obtained from the Elections Division of the Secretary of State's office by calling (701) 328-4146 or 1-800-352-0867 or writing to the Secretary of State, Elections Division, 600 E Boulevard Ave, Dept 108, Bismarck ND 58505-0500.

Political Committee Registration (SFN 17909): Statewide candidates along with four types of committees that organize for political purposes are required to register each calendar year with the Secretary of State. They include candidate committees (excluding committees organized in support of a single legislative candidate); political action committees (PACs); multi-candidate committees; and committees organized in support or opposition to initiated or referred measures. Political Committee Registrations must be completed within 15 business days of the receipt of any funds and be accompanied by a \$25 registration fee.

Campaign Contribution Statement (SFN 11520): Campaign Contribution Statements are required to be filed by: candidates (as defined in 16.1-08.1-01(2) multi-candidate political committees, state and district political parties, PACs, judicial district, county and city candidates (in cities with a resident population of 5,000 or more, and committees organized in support of or opposition to initiated or referred measures. Pre-primary and pre-general election reports are due 12 days before the primary or general election and cover from the beginning of the calendar through twenty days before the election. Supplemental reports are due within 48 hours of the receipt of contributions in excess of \$500, in the aggregate and cover the last 20 days before the election. Year-end reports are due on January 31 each year and cover the entire previous calendar year.

Campaign Contribution Statement Report Forms from the Secretary of State's web site:

- [Judicial District, County or City Candidates](#) (65kb pdf)
- [State Party](#) (88kb pdf)
- [Political Action Committees \(PAC'S\)](#) (88kb pdf)
- [Statewide Candidates and Candidate Committees](#) (85kb pdf)
- [Legislative Candidates](#) (83kb pdf)
- [District Parties](#) (82kb pdf)
- [Measure Committees](#) (84kb pdf)
- [Multi-Candidate Political Committee](#) (85kb pdf)

NDCC Chapter 16.1-08.1 – Campaign Contribution Statements

16.1-08.1-01 – Definitions.

As used in this chapter, unless the context otherwise requires:

1. "Association" means any club, association, union, brotherhood, fraternity, organization, or group of any kind of two or more persons, including labor unions, trade associations, professional associations, or governmental associations, which is united for any purpose, business, or object and which assesses any dues, membership fees, or license fees in any amount, or which maintains a treasury fund in any amount. The term does not include corporations, cooperative corporations, limited liability companies, political committees, or political parties.
2. "Candidate" means an individual who seeks nomination for election or election to public office, and includes:
 - a. A person holding public office;
 - b. A person who has publicly declared that person's candidacy for nomination for election or election to public office or has filed or accepted a nomination for public office;
 - c. A person who has formed a campaign or other committee for that person's candidacy for public office;
 - d. A person who has circulated a nominating petition to have that person's name placed on the ballot; and
 - e. A person who has, in any manner, solicited or received a contribution for that person's candidacy for public office, whether before or after the election for that office.
3. "Contribution" means a gift, transfer, conveyance, provision, receipt, subscription, loan, advance, deposit of money, or anything of value, made for the purpose of influencing the nomination for election, or election, of any person to public office or aiding or opposing the circulation or passage of a statewide initiative or referendum petition or measure. The term also means a contract, promise, or agreement, express or implied, whether or not legally enforceable, to make a contribution for any of the above purposes. The term includes funds received by a candidate for public office or a political party or committee which are transferred or signed over to that candidate, party, or committee from another candidate, party, or political committee or other source. The term "anything of value" includes any good or service of more than a nominal value. The term "nominal value" means the cost, price, or worth of the good or service is trivial, token, or of no appreciable value. The term "contribution" does not include:
 - a. A loan of money from a bank or other lending institution made in the regular course of business.
 - b. Time spent by volunteer campaign or political party workers.
 - c. Money spent by a candidate on the candidate's own behalf.
 - d. Money or anything of value received for commercial transactions, including rents, advertising, or sponsorships made as a part of a fair market value bargained-for exchange.
 - e. Money or anything of value received by a candidate in that person's personal capacity, including pursuant to a contract or agreement made for personal or private employment purposes, and not received for a political purpose or to influence the performance of that person's official duty.
 - f. Contributions of products or services for which the actual cost or fair market value are reimbursed by a payment of money.
4. "Cooperative corporations", "corporations", and "limited liability companies" are as defined in this code, and for purposes of this chapter "corporations" includes nonprofit corporations.
5. "Expenditure" means a gift, transfer, conveyance, provision, loan, advance, payment, distribution, disbursement, outlay, or deposit of money or anything of value, except a loan of money from a bank or other lending institution made in the regular course of

business, made for the direct purpose of influencing the nomination for election, or election, of any person to office. The term also means a contract, promise, or agreement, express or implied, whether or not legally enforceable, to make any expenditure and includes the transfer of funds by a political committee to another political committee.

6. "Patron" means a person who owns equity interest in the form of stock, shares, or membership or maintains similar financial rights in a cooperative corporation.
7. "Person" means an individual, partnership, political committee, association, corporation, cooperative corporation, limited liability company, or other organization or group of persons.
8. "Political committee" means any committee, club, association, or other group of persons which receives contributions or makes expenditures for political purposes and includes the following:
 - a. A political action committee, derived from a corporation, cooperative corporation, limited liability company, or an association that is prohibited from making direct contributions for political purposes under section 16.1-08.1-03.3, and which solicits or receives contributions or makes expenditures for political purposes;
 - b. A candidate committee, established to support an individual candidate seeking statewide office, that solicits or receives contributions for political purposes;
 - c. A multicandidate political committee, established to support multiple groups or slates of candidates seeking public office, that solicits or receives contributions for political purposes; and
 - d. A measure committee that solicits or receives contributions for the purpose of aiding or opposing a measure to be voted upon by the voters of the state.
9. "Political party" means any association, committee, or organization which nominates a candidate for election to any office which may be filled by a vote of the electors of this state or any of its political subdivisions and whose name appears on the election ballot as the candidate of such association, committee, or organization.
10. "Political purpose" means any activity undertaken in support of or in opposition to the election or nomination of a candidate to public office whether the activity is undertaken by a candidate, a political committee, a political party, or any person. The term does not include activities undertaken in the performance of a duty of a state office.
11. "Public office" means every statewide or legislative office to which persons can be elected by vote of the people under the laws of this state.

16.1-08.1-02 – Contributions statement required of candidate committees, candidates, and candidates for legislative office.

1. Any candidate committee, as described in section 16.1-08.1-01, or candidate for statewide office who does not have a candidate committee, and any candidate for legislative office soliciting or accepting contributions for any political purpose shall make and file a statement in accordance with this section.
2. The candidate committee, or candidate for statewide office who does not have a candidate committee, and any candidate for legislative office shall include in the statement the name and mailing address of all contributors who contributed in excess of two hundred dollars in the aggregate during the reporting period to the candidate committee, or candidate for statewide office who does not have a candidate committee, and any candidate for legislative office, the aggregated amount of the reportable contributions from each contributor and the date the last reportable contribution from each contributor was received.
3. The candidate committee, or candidate for statewide office who does not have a candidate committee, and any candidate for legislative office shall file the statement in

the office of the secretary of state no later than the twelfth day before the date of the election in which the candidate's name appears on the ballot or in which the candidate seeks election through write-in votes complete from the beginning of that calendar year through the twentieth day before the date of the election. Every candidate committee, or candidate for statewide office who does not have a candidate committee, and every candidate for legislative office shall file a complete statement for each calendar year no later than the thirty-first day of January of the following year, regardless of whether the candidate sought election during that calendar year.

4. Even if the candidate committee, or candidate for statewide office who does not have a candidate committee, or the candidate for legislative office has not received any contributions in excess of two hundred dollars during the reporting period, the candidate committee, or candidate for statewide office who does not have a candidate committee, or the candidate for legislative office shall file a statement as required by this chapter. A statement filed according to this section by a candidate committee or candidate for statewide office who does not have a candidate committee during the reporting period must show the following:
 - a. The gross total of all contributions received in excess of two hundred dollars;
 - b. The gross total of all contributions received of two hundred dollars, or less; and
 - c. The cash on hand in the filer's account at the start and close of the reporting period.
5. A candidate committee, or candidate for statewide office who does not have a candidate committee, and any candidate for legislative office shall report the occupation, employer, and principal place of business of each person, or the political committee if not already registered according to state or federal law, who contributed five thousand dollars or more in the aggregate during the reporting period.

16.1-08.1-03 – Contributions statement required of political parties.

1. Any political party that receives contributions in excess of two hundred dollars in the aggregate during the reporting period shall file a statement containing the aggregated total of all contributions received from a person or political committee which exceed two hundred dollars in amount. The statement must include the name and mailing address of all contributors listed. For each contributor listed, the statement must include the aggregated amount of the reportable contributions and the date the last reportable contribution was received. For a state political party, the statement must include a list of the name and mailing address of each recipient of an expenditure exceeding two hundred dollars in the aggregate. For each expenditure recipient listed, the list must include the aggregated amount of the reportable expenditures and the date the last expenditure was made.
2. A year-end statement covering the entire calendar year must be filed with the secretary of state no later than the thirty-first day of January of the following year. A pre-election statement must be filed no later than the twelfth day before any election at which the party has endorsed or will nominate a candidate and must be complete from the beginning of that calendar year through the twentieth day before the election.
3. Even if the political party has not received any contributions in excess of two hundred dollars during the reporting period, the political party shall file a statement as required by this chapter. A statement filed by a state political party according to this section during the reporting period must show the following:
 - a. The gross total of all contributions received and expenditures made in excess of two hundred dollars;
 - b. The gross total of all contributions received and expenditures made of two hundred dollars, or less; and
 - c. The cash on hand in the filer's account at the start and close of the reporting period.

4. A political party shall report the occupation, employer, and principal place of business of each person, or the political committee if not already registered according to state or federal law, who contributed five thousand dollars or more in the aggregate during the reporting period.

16.1-08.1-03.1 – Contributions statement required of persons and measure committees promoting passage or defeat of initiated or referred measure.

1. Any person or measure committee, as described in section 16.1-08.1-01, who is soliciting or accepting a contribution for the purpose of aiding or opposing the circulation or passage of a statewide initiative or referendum petition or measure placed upon a statewide ballot by action of the legislative assembly at any election shall file a statement in accordance with this section if the person has received any contributions from a person in excess of one hundred dollars. The statement must include the name and mailing address of all contributors who contributed in excess of one hundred dollars to the person, the amount of each reportable contribution, and the date each reportable contribution was received. The statement must include the name and mailing address of each recipient of an expenditure exceeding one hundred dollars in the aggregate, the amount of each reportable expenditure, and the date the expenditure was made.
2. A person or measure committee who is soliciting or accepting a contribution for the purpose of aiding or opposing the circulation or passage of a statewide initiative or referendum petition or measure placed upon a statewide ballot by action of the legislative assembly may not accept a contribution of more than one hundred dollars from a person who does not reside in this state or from an out-of-state political committee unless the contribution is accompanied by a certified statement from the contributor listing the name, address, and amount contributed by each person who contributed more than one hundred dollars of the contribution. The statement must indicate if no individual person contributed in excess of one hundred dollars of the out-of-state person's or political committee's overall contribution. The certified statement must also list the occupation, employer, and principal place of business for each person who contributed more than one hundred dollars of the contribution. The person soliciting or accepting a contribution for the purpose of aiding the circulation of a statewide initiative or referendum petition or of promoting passage or defeat of a statewide initiated or referred measure must include this statement with the contribution statement required to be filed under subsection 1.
3. The statement required of a person or measure committee under subsection 1 must be filed with the secretary of state no later than the twelfth day prior to the date of the election in which the measure appears or would have appeared on the ballot complete from the beginning of that calendar year through the twentieth day prior to the date of the election. A complete statement for the entire calendar year must be filed no later than the thirty-first day of January of the following year. Even if a person required to report according to this section has not received any contributions in excess of one hundred dollars during the reporting period, the person shall file a statement as required by this chapter. A statement filed according to this section during the reporting period must show the following:
 - a. The gross total of all contributions received and expenditures made in excess of one hundred dollars;
 - b. The gross total of all contributions received and expenditures made of one hundred dollars, or less; and
 - c. The cash on hand in the filer's account at the start and close of the reporting period.

16.1-08.1-03.2 – Political committee registration.

A statewide candidate or a political committee, as described in section 16.1-08.1-01, other than a political party and a committee organized in support of an individual legislative candidate, shall register its name, address, and its agent's name and address with the secretary of state each calendar year in which it receives any contribution. The registration must be completed within fifteen business days of the receipt of any contribution or expenditure made and must be submitted with a registration fee of twenty-five dollars. A political committee that organizes and registers according to federal law and makes a disbursement in excess of two hundred dollars to a nonfederal candidate seeking public office, a political party, or political committee in this state is not required to register as a political committee according to this section if the political committee reports according to section 16.1-08.1-03.7. Registration under this section does not reserve the name for exclusive use nor does it constitute registration of a trade name under chapter 47-25.

16.1-08.1-03.3 – Campaign contributions by corporations, cooperative corporations, limited liability companies, and associations prohibited - Violation - Penalty.

1. A corporation, cooperative corporation, limited liability company, or association may not make a direct contribution:
 - a. To aid any political party, political committee, or organization.
 - b. To aid any corporation, limited liability company, or association organized or maintained for political purposes.
 - c. To aid any candidate for political office or for nomination to political office.
 - d. For any political purpose or the reimbursement or indemnification of any person for money or property so used.
 - e. For the influencing of any measure before the legislative assembly, except in accordance with chapter 54-05.1.
2. This section does not prohibit the establishment, administration, and solicitation of contributions to a separate and segregated fund to be utilized for political purposes by a corporation, cooperative corporation, limited liability company, or association. It is unlawful for:
 - a. The person or persons controlling the fund to make contributions or expenditures utilizing money or anything of value secured by physical force, job discrimination, financial reprisals, or the threat of them; or utilize money from dues, fees, treasury funds, or other money required as a condition of membership in an association, or as a condition of employment; or utilize money obtained in any commercial transaction. Moneys from fees, dues, treasury funds, or money obtained in a commercial transaction may, however, be used to pay costs of administration of the fund.
 - b. Any person soliciting an employee, stockholder, patron, or member for a contribution to the fund to fail to inform the employee or member of the political purposes of the fund at the time of the solicitation or of the general political philosophy intended to be advanced through committee activities.
 - c. Any person soliciting an employee or member for a contribution to the fund to fail to inform the employee or member at the time of the solicitation of the right to refuse to contribute without any reprisal.
 - d. Any contribution to be accepted without keeping an accurate record of the contributor and amount contributed and of amounts expended for political purposes.
 - e. Any contribution to be accepted from any person who is not an employee, stockholder, patron, or member of the corporation, cooperative corporation, limited liability company, or association maintaining the political action committee.
 - f. Any expenditure, except a contract, promise, or agreement, express or implied, to make any expenditure, made for political purposes to be reported under this section before control of the expenditure has been released by the political action committee.
3. All political action committees, as described in section 16.1-08.1-01, formed for the purpose of administering the segregated fund provided for in this section shall file a

statement showing the name and mailing address of each contributor of an amount in excess of two hundred dollars in the aggregate for the reporting period and a listing of all expenditures of an amount in excess of two hundred dollars in the aggregate made for political purposes with the secretary of state. The statement must include the amount of each reportable contribution and the date it was received and the amount of each reportable expenditure and the date it was made. A year-end statement covering the entire calendar year must be filed no later than the thirty-first day of January of the following year. A preelection statement must be filed no later than the twelfth day before any primary, special, or general election and must be complete from the beginning of the calendar year through the twentieth day before the election. Even if a political action committee has not received any contributions or made any expenditures in excess of two hundred dollars during the reporting period, the political action committee shall file a statement as required by this chapter. A statement filed according to this section during the reporting period must show the following:

- a. The gross total of all contributions received and expenditures made in excess of two hundred dollars;
 - b. The gross total of all contributions received and expenditures made of two hundred dollars, or less; and
 - c. The cash on hand in the filer's account at the start and close of the reporting period.
4. A political action committee shall report the occupation, employer, and principal place of business of each person, or the political committee if not already registered according to state or federal law, who contributed five thousand dollars or more in the aggregate during the reporting period.
 5. A person may not make a payment of that person's money or of another person's money to any other person for a political purpose in any name other than that of the person who supplies the money and a person may not knowingly receive the payment nor enter nor cause the payment to be entered in that person's account or record in any name other than that of the person by whom it actually was furnished.
 6. If an officer, employee, agent, attorney, or other representative of a corporation, cooperative corporation, limited liability company, or association makes any contribution prohibited by this section out of corporate, cooperative corporation, limited liability company, or association funds or otherwise violates this section, it is prima facie evidence of a violation by the corporation, cooperative corporation, limited liability company, or association.
 7. A violation of this section may be prosecuted in the county where the contribution is made or in any county in which it has been paid or distributed.
 8. It is a class A misdemeanor for an officer, director, stockholder, manager, governor, member, attorney, agent, or representative of any corporation, cooperative corporation, limited liability company, or association to violate this section or to counsel or consent to any violation. Any person who solicits or knowingly receives any contribution in violation of this section is guilty of a class A misdemeanor.
 9. Any officer, director, stockholder, manager, governor, member, attorney, agent, or representative who makes, counsels, or consents to the making of a contribution in violation of this section is liable to the company, corporation, limited liability company, or association for the amount so contributed.

16.1-08.1-03.4 – Person not excused from testifying as to violation - Prosecution or penalty waived upon testifying.

No person may be excused from attending and testifying or producing any books, papers, or other documents before any court upon any investigation, proceeding, or trial for a violation of any of the provisions of this chapter, upon the grounds that the testimony or evidence,

documentary or otherwise, required of the person may tend to incriminate or degrade the person. No person may be prosecuted nor subjected to any penalty or forfeiture for or on account of any transaction, matter, or thing concerning which the person may testify or produce evidence, documentary or otherwise, and no testimony so given or produced may be used against the person in any criminal investigation or proceeding.

16.1-08.1-03.5 – Expenditures for other purposes – Report required.

1. This chapter does not prohibit the exercise by corporations, cooperative corporations, limited liability companies, and associations of the right to make expenditures and contributions for the purpose of promoting passage or defeat of initiated or referred measures, or for promoting any general political philosophy or belief deemed in the best interest of the employees, stockholders, patrons, or members of the corporation, cooperative corporation, limited liability company, or association other than a "political purpose" as defined by this chapter. Any corporation, cooperative corporation, limited liability company, or association that receives contributions pursuant to section 16.1-08.1-03.1 or spends money for the purpose of promoting passage or defeat of initiated or referred measures, other than a contribution to another person or measure committee promoting passage or defeat of an initiated or referred measure, shall file a statement pursuant to section 16.1-08.1-03.1 along with a statement listing the total amount of money spent for that purpose. The statements filed pursuant to section 16.1-08.1-03.1 must be filed with the secretary of state no later than the twelfth day before the date of the election in which the measure appears or would have appeared on the ballot complete from the beginning of that calendar year through the twentieth day before the date of the election. Statements showing the total amount of money spent for the purpose of promoting passage or defeat of initiated or referred measures must be filed with the secretary of state through the end of the calendar year in which the measure appeared on the ballot.
2. A corporation, cooperative corporation, limited liability company, or association may make a donation of property or money to a state political party or nonprofit entity affiliated with or under the control of a state political party for deposit in a separate and segregated fund. Money in the fund must be used exclusively by the state political party or nonprofit entity affiliated with or under the control of a state political party for purchasing, maintaining, or renovating a building and for the purchase of fixtures for the building. A state political party or nonprofit entity affiliated with or under the control of a state political party receiving a donation under this subsection shall file a statement with the secretary of state no later than the thirty-first day of January of each calendar year. The statement must include the name and mailing address of each donor, the amount of each donation, the date each donation was received, all expenditures made from the fund during the previous calendar year, and cash on hand in the fund at the start and close of the reporting period. Any income and financial gain generated from a building purchased, maintained, or renovated from donations authorized under this subsection and not otherwise authorized by law must be deposited in the building fund and must be reported when the political party or nonprofit entity files the statement required under this subsection.

16.1-08.1-03.6 – Contributions from federal campaign committee accounts or from contributions made to other candidates or former candidates limited. Repealed by S.L. 2001, ch. 202, § 7.

16.1-08.1-03.7 – Political committees that organize and register according to federal law that make disbursements to nonfederal candidates, political parties, and political committees.

A political committee that organizes and registers according to federal law and makes a disbursement in excess of two hundred dollars to a nonfederal candidate seeking public office or to a political party or political committee in this state shall file a copy of that portion of the committee's federal report detailing the disbursement made to the candidate. The political

committee shall file a copy of the committee's federal report with the secretary of state at the time of filing the report with the applicable federal agency. The report must include:

1. The name, mailing address, and treasurer of the political committee;
2. The recipient's name and mailing address; and
3. The date and amount of the disbursement made.

16.1-08.1-03.8 – Contributions statement required of multicandidate political committees.

1. A multicandidate political committee, as described in section 16.1-08.1-01, that solicits or accepts contributions for any political purpose shall file statements as required by this section.
2. A multicandidate political committee shall file a statement containing the aggregated total of all contributions showing the name and mailing address of each contributor who contributed in excess of two hundred dollars in the aggregate to the committee during a reporting period, the aggregated amount of the reportable contributions in excess of two hundred dollars, and the date the last reportable contribution was received.
3. A multicandidate political committee required to file a statement under this section shall file the statement in the office of the secretary of state no later than the twelfth day before the date of any primary, special, or general election. The statement must be complete from the beginning of that calendar year through the twentieth day before the date of the primary, special, or general election. The political committee shall file a complete statement for the entire calendar year no later than the thirty-first day of January of the following year in which the political committee received a reportable contribution.
4. Even if a multicandidate political committee has not received any contribution in excess of two hundred dollars during the reporting period, the political committee shall file a statement as required by this chapter. A statement filed according to this section during the reporting period must show the following:
 - a. The gross total of all contributions received in excess of two hundred dollars;
 - b. The gross total of all contributions received of two hundred dollars, or less; and
 - c. The cash on hand in the filer's account at the start and close of the reporting period.
5. A multicandidate political committee shall report the occupation, employer, and principal place of business of each person, or the political committee if not already registered according to state or federal law, who contributed five thousand dollars or more in the aggregate during the reporting period.

16.1-08.1-03.9 – Contribution statements of judicial district candidates or a candidate committee for a judicial district candidate.

1. A judicial district candidate or a candidate committee for a judicial district candidate shall make and file a statement in accordance with this section. The candidate or candidate committee shall include in the statement:
 - a. The name and mailing address of all contributors who made contributions in excess of two hundred dollars in the aggregate for the purpose of influencing the nomination for election, or election, of the candidate;
 - b. The aggregated amount of the contributions from each listed contributor; and
 - c. The date the last contribution was received from each listed contributor.
2. A candidate or a candidate committee described in this section shall file a statement with the secretary of state no later than the twelfth day before the date of the election in which the candidate's name appears on the ballot or in which the candidate seeks election through write-in votes. The reporting period for each of these statements is from the beginning of that calendar year through the twentieth day before the date of the election.

3. A candidate or a candidate committee described in this section shall also be required to file a complete year-end statement with the secretary of state no later than the thirty-first day of January in the year immediately following the date of the election in which the candidate's name appeared on the ballot or in which the candidate sought election through write-in votes. Even if the candidate or candidate committee has not received any contributions in excess of two hundred dollars during the reporting period, the candidate or candidate committee shall file a statement as required by this section.
4. A candidate or a candidate committee described in this section shall be required to file a year-end statement with the secretary of state for any year in which a contribution was received, regardless of whether the candidate sought election during that calendar year.
5. A statement required by this section to be filed with the secretary of state must be:
 - a. Deemed properly filed when deposited with or delivered to the secretary of state within the prescribed time. A statement that is mailed is deemed properly filed when it is postmarked and directed to the secretary of state within the prescribed time. If the secretary of state does not receive a statement, a duplicate of the statement must be promptly filed upon notice by the secretary of state of its nonreceipt.
 - b. Preserved by the secretary of state for a period of four years from the date of filing. The statement is to be considered a part of the public records of the secretary of state and must be open to public inspection.

16.1-08.1-03.10 – Contribution statements of county office candidates or a candidate committee for a county office candidate.

1. A county office candidate or a candidate committee for a county office candidate shall make and file a statement in accordance with this section. The candidate or candidate committee shall include in the statement:
 - a. The name and mailing address of all contributors who made contributions in excess of two hundred dollars in the aggregate for the purpose of influencing the nomination for election, or election, of the candidate;
 - b. The aggregated amount of the contributions from each listed contributor; and
 - c. The date the last contribution was received from each listed contributor.
2. A candidate or a candidate committee described in this section shall file a statement with the county auditor no later than the twelfth day before the date of the election in which the candidate's name appears on the ballot or in which the candidate seeks election through write-in votes. The reporting period for each of these statements is from the beginning of that calendar year through the twentieth day before the date of the election.
3. A candidate or a candidate committee described in this section shall also be required to file a complete year-end statement with the county auditor no later than the thirty-first day of January in the year immediately following the date of the election in which the candidate's name appeared on the ballot or in which the candidate sought election through write-in votes. Even if the candidate or candidate committee has not received any contributions in excess of two hundred dollars during the reporting period, the candidate or candidate committee shall file a statement as required by this section.
4. A candidate or a candidate committee described in this section shall be required to file a year-end statement with the county auditor for any year in which a contribution was received, regardless of whether the candidate sought election during that calendar year.
5. A statement required by this section to be filed with the county auditor must be:
 - a. Deemed properly filed when deposited with or delivered to the county auditor within the prescribed time. A statement that is mailed is deemed properly filed when it is postmarked and directed to the county auditor within the prescribed time. If the county auditor does not receive a statement, a duplicate of the statement must be promptly filed upon notice by the county auditor of its nonreceipt.

- b. Preserved by the county auditor for a period of four years from the date of filing. The statement is to be considered a part of the public records of the county auditor and must be open to public inspection.

16.1-08.1-03.11 – Contribution statements of city office candidates or a candidate committee for a city office candidate in cities with a resident population of five thousand or more as determined by the last federal decennial census.

1. A city office candidate or a candidate committee for a city office candidate in cities with a resident population of five thousand or more as determined by the last federal decennial census shall make and file a statement in accordance with this section. The candidate or candidate committee shall include in the statement:
 - a. The name and mailing address of all contributors who made contributions in excess of two hundred dollars in the aggregate for the purpose of influencing the nomination for election, or election, of the candidate;
 - b. The aggregated amount of the contributions from each listed contributor; and
 - c. The date the last contribution was received from each listed contributor.
2. A candidate or a candidate committee described in this section shall file a statement with the county auditor no later than the twelfth day before the date of the election in which the candidate's name appears on the ballot or in which the candidate seeks election through write-in votes. The reporting period for each of these statements is from the beginning of that calendar year through the twentieth day before the date of the election.
3. A candidate or a candidate committee described in this section shall also be required to file a complete year-end statement with the county auditor no later than the thirty-first day of January in the year immediately following the date of the election in which the candidate's name appeared on the ballot or in which the candidate sought election through write-in votes. Even if the candidate or candidate committee has not received any contributions in excess of two hundred dollars during the reporting period, the candidate or candidate committee shall file a statement as required by this section.
4. A candidate or a candidate committee described in this section shall be required to file a year-end statement with the county auditor for any year in which a contribution was received, regardless of whether the candidate sought election during that calendar year.
5. A statement required by this section to be filed with the county auditor must be:
 - a. Deemed properly filed when deposited with or delivered to the county auditor within the prescribed time. A statement that is mailed is deemed properly filed when it is postmarked and directed to the county auditor within the prescribed time. If the county auditor does not receive a statement, a duplicate of the statement must be promptly filed upon notice by the county auditor of its nonreceipt.
 - b. Preserved by the county auditor for a period of four years from the date of filing. The statement is to be considered a part of the public records of the county auditor and must be open to public inspection.

16.1-08.1-04 – Supplemental statement required on large contributions received after original statement – Filing time.

If any candidate, political party, or political committee receives contributions in excess of five hundred dollars in the aggregate in the twenty-day period before any election from any individual contributor, that candidate, political party, political committee, or person shall make and file a supplemental statement in the same form as required by section 16.1-08.1-02, 16.1-08.1-03, 16.1-08.1-03.1, 16.1-08.1-03.3, 16.1-08.1-03.8, 16.1-08.1-03.9, 16.1-08.1-03.10, or 16.1-08.1-03.11 stating the name and street address of the contributor and the aggregated amount of the contribution and file the statement in the appropriate office within forty-eight hours of the receipt of the contribution.

16.1-08.1-05 – Audit by secretary of state - Requested audits - Reports.

1. If a substantial irregularity is evident or reasonably alleged, the secretary of state may arrange an audit of any statement filed pursuant to this chapter, to be performed by a certified public accountant of the filer's choice, subject to approval by the secretary of state. If an audit of a statement arranged by the secretary of state under this subsection reveals a violation of this chapter, the candidate, political party, or political committee filing the statement shall pay a fine to the secretary of state equal to five percent of the aggregate of contributions and expenditures found to be in violation or an amount sufficient to pay the cost of the audit, whichever is greater. If an audit of a statement arranged by the secretary of state under this subsection does not reveal a violation of this chapter, the cost of the audit must be paid for by the secretary of state.
2. If a substantial irregularity is reasonably alleged, the secretary of state may arrange an audit of any statement filed pursuant to this chapter, performed by a certified public accountant of the filer's choice, subject to approval by the secretary of state, upon written request by any interested party made to the secretary of state within thirty days following receipt of a statement by the secretary of state. The request must be made in writing, recite a substantial irregularity and a lawful reason for requesting an audit, and be accompanied by a bond in an amount established by the secretary of state sufficient to pay the cost of the audit. If an audit of a statement arranged by the secretary of state under this subsection reveals a violation of this chapter, the candidate, political party, or political committee filing the statement shall pay a fine to the secretary of state equal to five percent of the aggregate of contributions and expenditures found to be in violation or an amount sufficient to pay the cost of the audit, whichever is greater, and the bond shall be returned to the person submitting it. If an audit of a statement arranged by the secretary of state under this subsection does not reveal a violation of this chapter, the cost of the audit must be satisfied from the bond filed with the secretary of state.

An audit may not be made or requested of a statement for the sole reason that it was not timely filed with the secretary of state. An audit made or arranged according to this section must audit only those items required to be included in any statement, registration, or report filed with the secretary of state according to this chapter. The secretary of state may collect any payment obligation arising out of this section by civil action or by assignment to a collection agency, with any costs of collection to be added to the amount owed and to be paid by the delinquent filer. Any remaining moneys collected by the secretary of state after an audit is paid for under this section must be deposited in the state's general fund. This section does not apply to statements filed according to section 16.1-08.1-03.9.

16.1-08.1-06 – Contributions statement requirements.

1. Except for a statement required to be filed under section 16.1-08.1-03.9, any other statement required by this chapter to be filed with the secretary of state must be:
 - a. Deemed properly filed when deposited with or delivered to the secretary of state within the prescribed time and in the format established by the secretary of state. A statement that is mailed is deemed properly filed when it is postmarked and directed to the secretary of state within the prescribed time. If the secretary of state does not receive a statement, a duplicate of the statement must be promptly filed upon notice by the secretary of state of its nonreceipt. After a statement has been filed, the secretary of state may request or accept written clarification along with an amended statement from a candidate, political party, or political committee filing the statement when discrepancies, errors, or omissions on the statement are discovered by the secretary of state, the candidate, political party, or political committee filing the statement, or by any interested party reciting a lawful reason for requesting clarification and an amendment be made. When requesting an amended statement, the secretary of state shall establish a reasonable period of time, agreed to by the candidate, political party, or political committee, for filing the amended statement with the secretary of state.

- b. Preserved by the secretary of state for a period of four years from the date of filing. The statement is to be considered a part of the public records of the secretary of state's office and must be open to public inspection.
2. If the filing date falls on a Saturday or Sunday or a holiday on which the office of the secretary of state is closed, the statement must be filed on the next available day on which the office of the secretary of state is open. In determining the amount of individual contributions from any contributor, all amounts received from the same contributor during the reporting period must be aggregated to report an overall total contribution for the purposes of the statements required by this chapter. Aggregate contributions must reference the date of the most recent contribution. Contributions made separately by different persons from joint accounts are considered separate contributions for reporting purposes.
3. Unless otherwise provided by law, any candidate, political party, committee, or person may not be charged a fee for filing any statement with the secretary of state under this chapter.

16.1-08.1-06.1 – Filing officer to charge and collect fees for late filing.

1. If a statement, registration, or report required to be filed according to this chapter is not filed within the prescribed time, the filing officer to whom the report was to be filed is authorized to charge and collect a late fee as follows:
 - a. Within six days after the prescribed time, twenty-five dollars;
 - b. Within eleven days after the prescribed time, fifty dollars; and
 - c. Thereafter, one hundred dollars.
2. A filing officer may require an amendment to be filed for any statement, registration, or report that is incorrect or incomplete. The amendment must be filed with the filing officer within ten business days after the amendment has been requested in writing. If an amendment is not filed within the prescribed time, the filing officer is authorized to charge and collect a late fee as follows:
 - a. Within six days after the date the amendment was due, fifty dollars;
 - b. Within eleven days after the date the amendment was due, one hundred dollars; and
 - c. Thereafter, two hundred dollars.
3. The filing officer may collect any payment obligation arising out of this section by civil action or by assignment to a collection agency, with any costs of collection to be added to the amount owed and to be paid by the delinquent filer.

16.1-08.1-06.2 – Secretary of state to provide instructions and conduct training.

The secretary of state shall provide instructions and conduct training for the purpose of promoting uniform application of campaign finance and disclosure requirements and the uniform filing of statements, registrations, or reports according to this chapter.

16.1-08.1-07 – Penalty.

Except as otherwise provided, any person who willfully violates any provision of this chapter is guilty of an infraction.